Mitchel, Fordyce

From: Mitchel, Fordyce

Sent: Thursday, December 22, 2005 4:50 PM

To: London, Jerryln

Subject: RE: W Blackledge evaluation

Thanks. You seem to be taking supervision more seriously than Susan did. I appreciate it. FM

----Original Message-----From: London, Jerryln

Sent: Thursday, December 22, 2005 4:44 PM

To: Mitchel, Fordyce

Subject: W Blackledge evaluation

Fordyce,

I completed Winifred's evaluation on yesterday. Last year I reviewed the previous evaluations and I repeated what Susan had graded staff because Susan left in the middle of the year. I did not document that Winifred needed to improve during her mid-appraisal. I understand from Henry Ervin that I should have documented such before reducing her score. Once again Winifred has an evaluation that says she exceeds standards. I did tell Winifred that I plan to have benchmarks for determining employee productivity for all staff. I hope to implement this shortly after returning in January. I am informing you of this so that you will not be shocked when reviewing Winifred's evaluation.

